

### Providing High Quality Professional Training

#### **TERMS AND CONDITIONS**

These terms and conditions apply to all courses with Fitness Inspired Teacher Training. By booking a course with us you will be agreeing to the content set out below.

### 1 - Bookings

- 1.1 The minimum deposit required to book any course is 20% of the full course fee.
- 1.2 On receipt of an application you will be contacted either by e-mail or letter to confirm your place on the course.
- 1.3 In receipt of written confirmation of your place on the course you have two years to complete your final assessment.

#### 2 - Fees

- 2.1 Details of all course fees associated with Fitness Inspired Teacher Training courses are available to download from the website.
- 2.2 Four weeks prior to your course commencing fees must be paid in full. Failure to do this may result in your being unable to attend the course and the loss of your deposit.
- 2.3 Payment for CYQ course material must be made in full prior to receipt.
- 2.4 Fees for the assessments/certificates must be paid in full prior to you being entered.
- 2.5 The re-assessment of any units making up the certificate or award will incur a £25 retake fee.
- 2.6 Candidates wishing to take an assessment with out attending a Fitness Inspired Teacher Training Course will incur a fee of £50.00 for each unit assessed in addition to the CYQ Certificate Fee.

# 3 - Cancellations

- 3.1 For a full deposit refund your booking must be cancelled within seven days of receiving your confirmation of a place on the course. Failure to do this will mean forfeiting your deposit.
- 3.2 Cancellation any later than four weeks prior to the course commencing will result in the full loss of payment
- 3.3 Depending on individual circumstances deferral of your course or assessment to a later date may be possible, but will incur a deferral fee of £50
- 3.4 Fitness Inspired Teacher Training reserves the right to cancel or change course dates. In these circumstances you will be informed in writing and either a full refund will be made or you will have the opportunity to transfer to another course.

# Updated - 20th April 2009

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